



NQMC Instructions to Submit Measures

To facilitate submission of your/your organization's health care quality measures, we offer this guidance:

1. Download the [Measure Submission Kit](#) below. This Kit includes various documents to assist you in the submission process. See [Submission FAQs](#) for examples of measure documentation submitted to NQMC from participating measure developers.
2. Include the following in your Measure Submission:
 - The measure specifications and any supporting documentation.
 - The name, address, telephone and fax numbers, and e-mail address of an appropriate contact person.
 - A completed Copyright Agreement Form (if applicable).
3. Prepare your submission using the following guides:
 - Review the **NQMC Inclusion Criteria**. Measure submissions must meet **NQMC's Inclusion Criteria** and submitted documentation must include (at a minimum) the measure title, rationale, description of the denominator and numerator, domain, data source, and documentation of evidence supporting the measure.
 - Refer to the **Measure Submission Checklist** for guidance on how to prepare your submission. This checklist will assist you in providing the necessary information and/or documentation that is required by NQMC.
 - Complete the **Copyright Agreement Form**. If your organization's measures are not in the public domain, NQMC must receive copyright permission to abstract and post the measure summaries before your organization's measures can be included on the NQMC Web site.
4. Your Measure Submission can be submitted in one of two ways:
 - **Electronic submissions (preferred)**. Requests to submit electronically should be sent to Vivian Coates, NGC/NQMC Project Director, at info@qualitymeasures.ahrq.gov.
 - **Two (2) paper copies of the measure documentation and its supporting documentation**. Include a listing of the titles being submitted for consideration. Paper copy submissions should be sent to:

Vivian Coates
NGC/NQMC Project Director
ECRI Institute
5200 Butler Pike
Plymouth Meeting, PA 19462

Questions regarding submissions can be directed to Ms. Coates at info@qualitymeasures.ahrq.gov.

For Additional Information

Additional information regarding NQMC is available from Mary Nix, Project Officer, Center for Outcomes and Evidence, Agency for Healthcare Research and Quality (AHRQ), e-mail: info@qualitymeasures.ahrq.gov.

Are You Also a Guideline Developer?

Visit our Sister Site, the [National Guideline Clearinghouse \(NGC\)](#), and submit your evidence-based clinical practice guidelines.